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28 SEP 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 26 September 1969

1. Public Service Aid Society: On 25 September 1969 the new Board of Trustees of the Public Service Aid Society held their first meeting. At this meeting officers were elected as were representatives to serve on the Executive Committee. In addition, the Board of Trustees passed a resolution permitting the Executive Secretary or any member of the Executive Committee to approve loans up to \$200. By this action, PEAS is now able to perform the service currently handled by the Welfare Assistance Board. Now, we plan to draft a memorandum to the Director recommending that the Welfare Assistance Board be abolished.

2. Financial and Estate Planning Seminar for 21, 22 and 23 October: Arrangements have been completed for the next Financial and Estate Planning Seminar to be held on 21, 22 and 23 October 1969.

An Employee Notice announcing this seminar will be released very soon. Security clearances have been received on each of the outside speakers.

25X1A 3. Cooperative Education Program: Mr. [REDACTED] will attend the Cooperative Education Conference for Employers on 6 and 7 October at the University of Missouri at Rolla.

25X1A 4. New Pay Schedule for the [REDACTED] 25X1A
A new pay schedule for the Foreign National positions at the [REDACTED]
[REDACTED] has been developed to provide for the increase in the cost of living in that area.

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5. Hurricane Camille Relief Fund: As of 23 September 1969, a total of \$8,781.65 has been contributed to this relief fund and contributions are still coming in.

6. 1969 Combined Federal Campaign: The Combined Federal Campaign drive will be held from 13 October through 7 November. The "kick off" rally will be held Monday, 6 October at 2:30 p.m. in the Auditorium.

/s/

25X1A

Acting Director of Personnel

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